



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

December 9, 2003

Madeleine Z. Bordallo, Candidate
Committee to elect Madeleine Z. Bordallo
P. O. Box 1458
Hagatna, GU 96932

Response Due Date:
January 8, 2004

Identification Number: C00369686

Reference: October Quarterly Report (7/1/03 - 9/30/03)

Dear Ms. Bordallo:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Your committee's report was not electronically signed by the proper committee official. The candidate must electronically sign all reports filed by the committee. If your committee has changed treasurers, please electronically amend your Statement of Organization. If not, it is suggested that your committee consider appointing an assistant treasurer who may sign reports or statements in the absence of the treasurer. If you choose to appoint an assistant treasurer, this information should be reported on an amended Statement of Organization. If you choose not to appoint an assistant treasurer, the report referenced above must be amended to include the electronic signature of the candidate. (11 CFR §104.14)

-Your report contains incorrect Column B figures for Lines 6(a), 6(c), 7(a), 7(b), 7(c), 11(a)(iii), 11(e), 14, 16, 17 and 22 of the Summary and Detailed Summary Page information. When aggregating and reporting receipts and disbursements, candidate committees are required to disclose their activity on an election-cycle basis, from 11/6/02 to 11/2/04. Please amend your report to show election cycle-to-date figures for all aggregate amounts. (2 U.S.C. §434(b))

-The beginning cash balance of this report does not equal the ending balance of your July Quarterly report. Please correct this discrepancy and